

Workforce Partnership of Greater Rhode Island

Executive Committee Meeting

September 1, 2009

Present: Steven Kitchin, Paul Ouellette, Paul Harden, Cynthia Farrell, Pat Talin, Mike Cassidy

Guests and Staff: Christine Grieco, Diane Vendetti, Jen Buck, John O'Hare, Mavis McGetrick, Lisa Rose.

With a quorum present, Chair Steve Kitchin called the meeting to order at 8:05 AM. He asked members to review the minutes from the June 2, 2009 meeting and asked that a record of a vote regarding the 401K issue from that meeting be amended. He also asked that wording of the Strategic Development section under old Business be amended.

VOTE: Pat Talin made a motion to accept the minutes as amended. Cynthia Farrell seconded and the motion passed unanimously.

Chairman's Report

Steven Kitchin spoke about a meeting he had attended as a private sector representative in Massachusetts regarding WIA. Senator Kennedy's staff member believes that WIA re-authorization will come to the front in 2010. Performance measures and different types of assessment were discussed. The economists who were present

predicted that there will not be a good recovery of jobs for at least eighteen months. Senator Reed will be holding a Career Leaders Day on December 16th that Steve Kitchen will be attending and paying for himself.

A letter of resignation has been received from board member Jane Nugent due to cutbacks at United Way. The Board Development Committee must now fill both the CBO and Treasurer positions. Steven is not sure if Governor Carcieri may have a person from a CBO in mind for that position. Jane had brought a great deal of workforce development expertise to the WPGRI Board and she will be missed.

Corporate employees were asked to leave the room. There was discussion about the situation of the building possibly being shut down on Friday, September 4, due to the government shutdown and the ramifications of the corporate 501c3 employees being unable to work.

VOTE: Michael Cassidy made a motion and Pat Talin seconded to follow the state policy regarding the shutdown days if deemed necessary, after seeking legal counsel. The motion passed unanimously.

Executive Director's Report

Christine Grieco reported that monitoring has been going on during

the summer. Jen buck has been performing ongoing ITA monitoring. Brian Gambardella, Janice Lepizzera and Diane Vendetti have been performing fiscal monitoring. A fiscal discrepancy was even discovered with a vendor in the process of the monitoring and the money was returned.

The two Assistant Coordinator positions for ARRA and funded by stimulus dollars were posted. Resumes are expected soon.

An OJT and Customized Training seminar was presented by Jen Buck at the Northern Rhode Island Chamber of Commerce on August 27th, 2009. Seventeen people attended that efficient and informative meeting. Board members will be specially notified of similar presentations in the future and will be able to attend.

Diane Vendetti has been working on policies: Priority of Service for Veterans; ITA Proposal Exemption for ESL Customers; Supportive Services for WIA Adults and Dislocated Workers; Prerequisites for Enrollment in WIA-funded training Programs; Youth Programs Monitoring; and Referring Youth to an ITA.

There has been a vendor/trainer/employer issue regarding BCIs, drug tests and physicals that are required by certain employers. We as WIBS cannot require these things, but vendors can. It is believed that positions can be offered by employers pending meeting these requirements. Bob Cooper of the Governor's Commission on

Disabilities will be reviewing the document.

The Supportive Service Policy for WIA Adults, Youth and Dislocated Workers is meant to provide services that will support workers as they receive training in order to get work. There was discussion about policies and the need for monitoring and reporting and how this meets federal requirements.

Five out of six individual members of the Board of Directors whose three-year terms have ended were re-approved by the governor. The sixth was Jane Nugent, who had resigned.

The Summer Youth Program went very well for WPGRI. All the youth had positive experiences and were paid for their work. The Stimulus funds allowed 910 youth to be served. Carlos Ribeiro did a fantastic job overseeing the programs. The programs will continue through the end of September.

Board Development

Paul Ouellette reported that the Board of Directors Orientation held on July 11th had gone very well. Several established Board members had attended as well as the new members. Only one new Board member had not been able to attend. That person will receive separate training soon. He asked that all new members complete and submit their profile and committee choice by the following Wednesday.

There will be an ethics training session for new Board members and other who would like to attend conducted by Jason Gramitt immediately following the Board meeting on November 10th. Christine Grieco is requiring new staff members to also attend.

The Board of Directors is well set with only one vacancy. Paul will be working on filling the vacancy left by the resignation of Jane Nugent. Steve Kitchen would like Paul Ouellette to address board member attendance issues as the PY09 season is starting. There is a liberal absence policy but absences without cause or call are unacceptable.

Paul will continue to publicize any OJT and the IT program presentations. He also attended a youth celebration at RiverzEdge. It was a fantastic program in which 12-17 youth recorded the history of Woonsocket on wall murals. Christine Grieco added that the YouthWorks 411 final presentation had been very positive and impressive.

Strategic Development

Paul Harden reported that there have been many meetings and several kickoff events for the CVS call center pharmacy tech training program. People are being assigned to training sessions at CCRI and the Providence Skills Center where they will receive ten weeks of training. Dates for classes are set. They are as follows: CCRI - Class I held from 09/10/09 through 11/19/09; Class II held from 09/21/09 through 12/11/09; Providence Skills Center - starting 09/21/09 for ten

weeks. CVS has also backed away from the original wage commitments it had made and the amount they intend to pay these potential employees is unclear at this time. Steve Kitchen was adamant that no money should be paid out by WPGRI for this CVS training until the wage issue is cleared up. Christine Grieco reported that a decision had been made to ride out this first training with CVS, but there will be no more CVS partnerships with WPGRI unless they are for customized training. There was discussion about vendors, training and how rates have been determined for other training programs. The Chairman and Executive Committee are very disappointed and displeased with this turn of events about CVS pay rates.

Youth Council

Cynthia Farrell reported that she will have an update for the Board. There has been good press and the Department of Labor regional office came to observe the very positive summer program.

Quality Assurance

Michael Cassidy reported that there should be a meeting of the committee on September 22nd. He is finalizing the monitoring outline/worksheet and plan to have that ready for the netWORKri monitoring visits. The netWORKri monitoring schedule will be discussed at the meeting.

Old Business

Steve Kitchin had met with WPGRI staff during the summer. He had told the staff how pleased the Board of Directors has been with the excellent work done by the staff over the course of this past year. So much good work was accomplished.

Pat Talin suggested that if the Committee members Google themselves, they will see that the Ethics PDF form is filed and available on the net. The Ethics Commission has received calls from several concerned Board members. These forms were obtained through the Freedom of Information Act and then posted.

New Business

John O'Hare said that he has been attempting to put together a statewide health application. All the involved parties: Quality Partners; Hospital Association of Rhode Island; Stepping Up; St. Antoine's were finally brought together. A package was put together. The hospitals are now coming together and at least three nursing programs in the state will be included in this healthcare plan.

On September 10th the GWB Strategic Investment Committee will have a meeting. There is a request on that agenda for a vote on the \$2 million funding for Youth this year. He asked that someone from WPGRI be there to present the request. Christine Grieco responded that she would be doing that.

There was a question from Paul Ouellette about the need in this

economy for more incumbent worker training. John responded that Incumbent Worker Training and Workforce Expansion will be giving rolling awards for these types of training programs. Almost 9,000 customers have received incumbent worker training this past year. Money will now be more available when it is needed. It will not be necessary to go through the lengthy, formal RFP process.

Workforce Expansion also needs to be marked by Employer Service Representatives, (ESRs). Steve Kitchin asked if there is a way to help small businesses participate in the process. John responded that the ESR help with this process and having it on a rolling basis rather than being put through the intimidating RFP process should be helpful for small businesses. There was additional discussion about wages and expectations.

The first Board of Directors meeting will be held on September 9th. The next Executive Committee meeting will be held on October 6th.

VOTE: Paul Ouellette made a motion to adjourn the meeting and Michael Cassidy seconded that motion which then passed unanimously. The meeting was adjourned at 9:45 AM.

Respectfully submitted,

Lisa Rose

Administrative Assistant